



## MINUTES

### City Council Regular Meeting

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**6:30 PM – Monday, November 13, 2017**

Council Chambers, City Hall – 500 E Main St

#### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Logan called the meeting of the Othello City Council to order at 6:30 and led a silent invocation and the Pledge of Allegiance.

#### ROLL CALL

*Councilmembers Present:*

Eugene Bain  
Genna Dorow  
Corey Everett  
Larry McCourtie  
John Lallas

*Councilmembers Absent:*

Angel Garza  
Mark Snyder

**MOVED BY EUGENE BAIN, SECONDED BY JOHN LALLAS, COUNCIL EXCUSE  
ABSENT COUNCILMEMBER ANGEL GARZA AND MARK SNYDER., CARRIED.**

#### ADMINISTRATIVE STAFF PRESENT

Shawn Logan, Mayor  
Police Chief Phil Schenck  
Rebecca P. Ozuna, City Clerk  
Yvonne Hernandez, Deputy City Clerk  
Spencer Williams, Finance Officer  
Terry Clements, Public Works Director

#### CITIZEN INPUT

There was none.

#### APPROVAL OF AGENDA

Council carried a motion to approve the agenda. M/S Dorow/Bain

**CONSENT AGENDA**

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- A. Approval of City Council Minutes of October 23, 2017
- B. Approval of City Council Workshop Minutes of November 6, 2017
- C. Approval of Account Payable Checks
- D. Approval of Payroll and Related Checks

Accounts Payable was audited and certified by the Auditing Officer, as required by RCW 42.24.080; and those expense reimbursement claims certified and as required by RCW 42.24.090, have been recorded on a listing that has been reviewed by the Council audit committee and is available to the Council.

Accounts Payable Check No. 48890 to No. 48965 in the amount of \$537,196.71.

Payroll and Related Expenses Check No. 30756 to No. 30786 in the amount of \$366,324.06.

Council carried a motion to approve the Consent Agenda, as presented. M/S McCourtie/Lallas.

**CURRENT BUSINESS**

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**AMENDMENT TO JANITORIAL CONTRACT**

City Clerk Rebecca Ozuna reported that in 2014, the Mayor, the Finance Officer and the City Administrator were looking for a way to reduce the city budget and made several cuts, which one of those was to reduce the janitorial services. Since then she has been working three days a week and still providing the excellent service over the years along with all the supplies necessary. This year she has requested a raise in her monthly cost from \$1134 to \$1625. This will increase the budget from \$13,608 to \$19,500, overall increase of \$5,892 per year. There is still a savings of \$3,316 from before the price reduction in 2014.

Ms. Ozuna also mentioned that the City did get bid from another local janitorial service and they quoted \$2100 per month for providing the same services as outlined in the current contract, which would cost the City \$25,200 a year. Increasing the contract would be the best savings to the City.

Council further discussed the proposal and Councilmember Everett stated that \$25 an hour including cleaning supplies was more than reasonable. Councilmember Lallas asked if there had been a counter offer and City Clerk Ms. Ozuna stated that the janitor originally had come in and requested \$1800/month. Ms. Ozuna informed council that she had discussed the proposal with the janitor and worked out and decided on \$1625/month.

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Council carried motion to APPROVE THE FIFTH AMENDMENT TO THE JANITORIAL CONTRACT. M/S Dorow/MCCourtie.

**2018 BUDGET DISCUSSION**

Finance Officer Spencer Williams reviewed the capital facility (red zone) requests and the adjusted available dollars in the various funds. There was a discussion of the ongoing capital requests and the one time capital requests. Some changes were suggested on the capital requests. Williams also stated that some of these one-time expenses could also be purchased with an interfund loan. Discussion was raised in regards to how these needs could be met, allocated from different funds and also the priority of each one. It was stated that the final decisions of the budget and adoption would be December 4, 2017.

Williams gave a brief report of the Tourism fund and presented to council the 2018 request from several organizations. Council and staff had a brief discussion of the allocations to the organization and minimum fund balance. Consensus was the minimum fund balance be \$25000 and to appropriate all recommended allocations from LTAC (Lodging & Tax Advisory Committee).

**UNFINISHED BUSINESS**

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Council member Dorow asked for an update on 1<sup>st</sup> Street. Amy with Public Works stated that due to the holiday weekend and weather permitting they are planning to be done within the next week.

**NEW BUSINESS**

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Mayor's announcements were that City Administrator, Wade Farris was reported to be in recovery and doing well and also that Turkey Bingo is scheduled at the Senior Center on Tuesday, November 14<sup>th</sup> at 6 p.m.

**ADJOURNMENT**

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With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:43 p.m.

By: \_\_\_\_\_  
SHAWN LOGAN, Mayor

ATTEST:

By: \_\_\_\_\_  
REBECCA P. OZUNA, City Clerk